

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of February 3, 2016

Page 1 of 5

Call to Order:

The meeting was called to order at 7:08 p.m. by Chair Betsy McKinney. The following board members were in attendance: Pauline Caron, Robert Collins, Carol Introne, Melissa Coffey, John Curran, and Cynthia Peterson. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; Sally Nelson, Assistant Director and Head of Circulation Services; and Kathy Mague, Assistant Director and Head of Reference Services.

Secretary's Report:

The Secretary's Report for January 6, 2016 was distributed prior to the meeting. No changes were made. A **motion** was made by Pauline Caron to accept the minutes as written. The **motion was seconded** by Melissa Coffey. All in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for October 1, 2015 – December 31, 2015, was distributed by Pauline Caron. A **motion** was made by Robert Collins to accept the Treasurer's Report. The **motion was seconded** by Melissa Coffey. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends have donated a total of \$1,968.00 to sponsor adult and children's programs. The next meeting is scheduled for Monday, February 8, 2016 at 1:00 p.m. in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

- The Friends of the Londonderry Leach Library have donated \$1,070 to sponsor the following children's programs: April, "A Day at the Farm" (\$335); May, "Rockin' Ron the Friendly Pirate Show" (\$200); June, "Explore a garden at night with Hedgie" (\$160); June, "Pied Piper of Hamelin Puppet Show" (\$375).
- The Friends of the Londonderry Leach Library have donated \$898 to sponsor the following adult programs: March, "A Walk Back in Time" (\$298); April, "Four Centuries of Fishing in New Hampshire" (\$250); May, "Songs of World War II" (\$100); June, "Arthurian Revival in New England" (\$250).
- The Molly Reid Chapter of the Daughters of the American Revolution donated a subscription to *American Spirit* magazine.
- Ms. Jane Cooper donated \$5.00 towards museum passes.
- Ms. Ellen Corning donated \$5.00 towards museum passes.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of February 3, 2016

Page 2 of 5

- Ms. Jennifer Coonrod donated \$5.00 towards McAuliffe-Shepard Discovery Center museum passes.

A **motion** was made by Pauline Caron to accept the gifts. The **motion was seconded** by Melissa Coffey. All in attendance accepted the motion, **motion carried**.

Programs –

- On Thursday, January 21, 2016, at 7:00 p.m., the library hosted Mr. Will Broussard, Outreach Coordinator for the Mount Washington Observatory. 52 individuals attended the program.
- On Thursday, February 18, 2016, at 7:00 p.m., the library will present “Painting the Sky: the Northern Lights” featuring Dr. Alexa Halford. She will discuss the lore of the Aurora, how it has been scientifically studied, and what we are still learning about these mysterious lights. Also included in this presentation are recent images of the Northern Lights taken by Dr. Halford herself.
- On March 24, 2016, at 7:00 p.m., the library will offer “A Walk Back in Time: The Secrets of Cellar Holes” with author and historian Ms. Adair Mulligan. Ms. Mulligan will explore the rich story to be discovered in what remains of long-forgotten structures in New Hampshire. Witness how one town has helped stimulate interest in its future through the past by creating an inventory of its cellar holes and piecing together the clues in the landscape. The program is sponsored by the Friends of the Londonderry Leach Library.
- On April 21, 2016, at 7:00 p.m., the library will have the program “Four Centuries of Fishing in New Hampshire”. Join us as historian and author Mr. Jack Noon discusses the history of fishing in New Hampshire, and learn about the different ways people once fished, the fish originally local to the area, and the current fishing regulations and their effect on the fish population today. The program is sponsored by the Friends of the Londonderry Leach Library.
- On May 19, 2016, at 7:00 p.m., the library will host “Songs of World War II” with Mr. Richard Kruppa. Mr. Kruppa brings to light fascinating and unfamiliar stories about some of our most beloved American songs from 1939 - 1945. He sings these fascinating songs and shares the largely unknown stories behind them while playing guitar, five-string banjo, or baritone ukulele. The program is sponsored by the Friends of the Londonderry Leach Library.
- On June 16, 2016, at 7:00 p.m., the library will feature “Arthurian Revival in New England”. How did the legend of King Arthur take root in America and how did we make it our own? Join independent scholar Dr. Clia Goodwin for an illustrated presentation as she explores two New England interpretations of King Arthur: “A Connecticut Yankee in King Arthur’s Court” and the Edwin Austin Abbey mural series depicting the quest for the Holy Grail. The program is sponsored by the Friends of the Londonderry Leach Library.

Announcements -

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of February 3, 2016

Page 3 of 5

- On January 19, 2016, the staff training started on the new ILS. The library management and Town's IT consultants are scheduled to do the technical training on February 4, 2016.
- Barbara Ostertag-Holtkamp sent the IT staff a proposed plan for the final migration to the new ILS. IT will first need to delete the existing database on Friday, March 4, 2016, and then do a rebuild of Spectrum after the library closes on Saturday. Next, the staff will need to run various reports. Then the data migration will take place. When the migration has been completed, the reports will be run in Destiny to verify that the data has migrated successfully. Once we determine that the data migrated successfully, the system will need to be configured. Barbara Ostertag-Holtkamp estimated that the library would be without a system during this process for approximately a week. She has not received a response from IT on whether the start date is acceptable.
- The Deliberative Session on the budget will be February 6, 2016, at 9:00 a.m. in the high school cafeteria.
- Barbara Ostertag-Holtkamp informed the Board that the auditor's report for FY 14/15 has still not been received by the Finance Department.
- The elevator did not pass inspection because of some wiring that needs to be replaced. An electrician and an elevator technician will be here on Friday to assess what needs to be done.
- On Monday we had a radiator leak in one of the bay windows just before closing. On Tuesday an HVAC technician came to replace the faulty valve. The carpet cleaners came once the repair was completed to vacuum and treat the carpet.

Assistant Director and Head of Circulation Services Report:

- Robert Clarke's *Magic and Juggling Show* was a popular and fun-filled program in January, with 90 participants.
- On Monday, February 8 from 4:00 – 5:00 p.m., come to the library to play *Sweetheart Book Bingo*. The program is open to 90 participants. Advance registration is required and began on Monday, February 1. To register, please call 603-432-1127, or stop by the children's room.
- The Children's Room invites you to join Squam Lake Natural Science Center and their *Why Do Animals Do That?* program at the library on Monday, February 29 from 4:00 – 5:00 p.m. Live animal visitors may include a beaver, owl and snake. This program is open to 90 participants and advance registration is required. To register, please call 603-432-1127, or stop by the children's room beginning at 9:00 a.m. on Monday, February 22.
- Winter Session 2 programs will run from February 10 through March 3, so come by the Children's Room to sign up for Craft Time, Shake, Move and Read, or Toddler Time. Advance registration is required and the children's staff will be happy to give you the details of these fun and engaging programs.
- During February vacation week, Monday, February 22 through Saturday, February 27, the Children's Room will be offering an in-house scavenger hunt.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of February 3, 2016

Page 4 of 5

Turn in the completed hunt to receive a raffle ticket and a chance to win a fun prize.

- Also during February vacation week, the Children's Room will be offering a vacation craft opportunity to create your own door hanger. Stop by the Children's Room desk to pick up the supplies and create your room decoration in the library, or in the comfort of your own home.
- The New Hampshire Great Stone Face Award nominee books, selected by librarians for children grades 4-6, are available in the Children's Room. Beginning this month through Saturday, April 9 participants grades 4-6 may receive a raffle ticket for every title read from the list of nominated titles, and a chance to win a great prize. Voting on a favorite book from this list begins Monday, April 11 through Saturday, April 16. Help select this year's Great Stone Face Award winner.
- Participants in grades 6 through 12 are invited to the library meeting room on Monday, February 22 from 5:00 – 6:00 p.m. to take part in *By Teens, For Teens*. Share books and authors you really enjoy, and listen to what other teens are reading. Snacks and beverages will be provided, and participants will receive a chance to win one of several exciting door prizes, just by attending. No registration is required.
- Andy Marzik donated a wooden train, *Rosie*, for the train table in the children's room.

A **motion** was made by Pauline Caron to accept the gift. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

Assistant Director and Head of Reference Services Report:

- The reference staff answered 1,107 reference questions in January and had 174 directional questions.
- Our reference display this month is on the subject of getting hired. If you're just out of school and looking for your first job, thinking about a new job in the same field you are in, or considering a total change of careers, we have the materials to help. There are an abundance of new career and resume books on the large table. You will also find books on how to write a cover letter and negotiating the all-important interview. In addition, our database "Learning Express Library" has tools to support your search. Ask a reference librarian to gain access to this valuable resource.

Old Business:

- ILS
This was covered in the Director's Report.

New Business:

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of February 3, 2016

Page 5 of 5

- None this month

A **motion** was made at 7:30 p.m. by Pauline Caron to adjourn the meeting. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

Notes by: Barbara Ostertag-Holtkamp, Sally Nelson, Kathy Mague

Minutes Typed by: Sally Nelson

Date: February 3, 2016

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services